

October 31, 1962

TO: Cuban Watch Officers,
Senior Watch Officer,
and Miss Moor

FROM: S/9-O - M. J. Spear *MS*

SUBJECT: Briefing for the Vice President

Briefings

Col. Howard Burris will call at the Operations Center each morning until further notice between 8:00 and 8:15 for a briefing on the Cuban Developments in order to prepare the Vice President for the NSG Executive Committee Meeting. The briefing by the Cuban Watch Officer should be about 15 minutes long so that Col. Burris can leave no later than 8:50.

Col. Burris suggested that the briefing should be more general than specific; that is, overall situation reports with emphasis almost entirely on diplomatic, not military, developments (he is receiving military briefings). Sources should include cables from other capitals, UN developments, etc. The Vice President has a particular interest in items bearing on matters which will be considered at the EXCOM Meeting. (Note: Carol Moor's shop will have a copy of the agenda and this should be checked in preparing the briefing.) The briefing should be supported with copies of the cables and reports on which it is based (burn copies, if necessary).

Agenda and Reports

Col. Burris is not interested in special studies prepared for the EXCOM; however, he would like the agenda and rough copies of position papers.

DEPARTMENT OF STATE A/CDC/MR

03:00:00
CLASSIFIED BY *11/16/88* DATE *6/10/88*
() REFERENCE () DISSEMINATION
() INDEX () EXCLUDED IN PART
() DENY () Non-responsive info.
FOI EO or PA exemptions _____

TS Authority to:

() CLASSIFIED AS _____, OADB
() DOWNGRADE TO () S or () C, OADB

87-0082114